

## APPLICATION AND SURVEY

*The Senate Fellows program is about learning, working hard and scholarship; but it's also about having a good time and developing friendships. Seventeen other Fellows help to make the fellowship a very special and memorable experience.*



## APPLICATION AND SURVEY



*"After serving in the Army, I didn't think I would ever develop bonds of friendship so strong. Fellows come from all backgrounds and walks of life, and the relationships that were formed in the 'trenches' here will last me a lifetime."*

*Ken DeVore*

## Center Pullout Section

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle Initial

# 2004-2005 Application Form



## CALIFORNIA SENATE FELLOWS

**Application Deadline: February 25, 2004**

Use this form for all candidate information except as noted on Page 4 with respect to the written statement and letters of recommendation. Please **type** all responses. **Do not** use staples and **do not** include a résumé. Enclose application, written statement, transcripts and letters of recommendation in **one envelope** for mailing. The complete application packet must be **postmarked** no later than February 25, 2004. Incomplete or late applications will not be considered. There are no exceptions to the application deadline. Mail application packet to: **California Senate Fellows, State Capitol - Room 400, Sacramento, CA 95814**. For additional information, telephone (916) 322-7563 or (916) 278-5408.

Name \_\_\_\_\_  
Last First Middle Initial

Current mailing address:

\_\_\_\_\_  
Street City State Zip Code

E-mail address: \_\_\_\_\_

Phone: \_\_\_\_\_  
Home Work Cellular or Pager

What city do you consider to be your hometown? \_\_\_\_\_

Permanent phone and residence: \_\_\_\_\_  
Phone

\_\_\_\_\_  
Street City State Zip Code

Name \_\_\_\_\_

**EDUCATION:**

High School \_\_\_\_\_  
Name City State

Colleges & Universities	Dates Attended	Major(s)	Degrees	GPA

Overall undergraduate GPA \_\_\_\_\_

Do you plan to do further graduate work? Yes ☐ No ☐

Field \_\_\_\_\_ For what degree? \_\_\_\_\_

Occupational goal \_\_\_\_\_

**LIST SCHOOL ACTIVITIES, HONORS, PUBLICATIONS:**

Please list your major extracurricular activities and level of participation, including approximate dates. Also list any major awards, internships, or publications. (Attach additional sheets if necessary.)

Name \_\_\_\_\_

***WORK EXPERIENCE:***

Please list **all** paid employment. Begin with your most recent work and include job title, employer, dates of employment and a brief description of responsibilities. (Attach additional sheets if necessary.)

***VOLUNTARY COMMUNITY ACTIVITIES:***

Please list civic and social activities and those related to your profession or occupation. Indicate your level of participation and approximate dates. (Attach additional sheets if necessary.)

### **ONLINE APPLICATION FORM:**

Applicants are encouraged to fill out the application online using Adobe Acrobat Reader. Although information may be entered online, **the application must be printed out, signed and submitted with the required personal statement, transcript(s) and letters of recommendation.** It will be necessary to fully complete and print the application in one session because the altered application cannot be saved to your computer. To access the online application and more detailed instructions, visit the program Web site at [www.csus.edu/calst/programs/senate\\_fellows.html](http://www.csus.edu/calst/programs/senate_fellows.html).

### **WRITTEN STATEMENT:**

Please submit a personal statement, not to exceed **three** pages. The written statement is a vital part of your application packet and provides an opportunity to distinguish yourself in an applicant pool of many excellent candidates. The selection panel is very interested in learning about you, your aspirations and why you think you would be a valuable addition to the Senate Fellows program. Your application will be strengthened with a carefully written and substantive personal statement. Use the three pages as you wish, but do not write an autobiography, narrative résumé or policy paper.

Written statements must be typed and double-spaced with a minimum font size of 12 points and margins of at least one inch. Failure to comply with these requirements may result in an application being disqualified.

Your name should appear on the top of each page. Do **not**, however, include your Social Security Number.

### **TRANSCRIPTS:**

Please enclose a transcript of record from each college or university attended. Copies of official transcripts are acceptable, as are unofficial transcripts that are downloaded from the Internet. Please note, however, that Internet-generated transcripts **must include the student's name** in the printed document.

In order to insure confidentiality of your personal information, please remove/obliterate your Social Security Number if it appears on one or more pages of your transcript(s).

### **LETTERS OF RECOMMENDATIONS:**

Please enclose two current letters of recommendation from persons NOT associated with the California Legislature. You are encouraged to have someone familiar with your academic work submit one of the letters. (Supplemental letters are welcome, including those from Members and staff of the Legislature.)

Each person providing a reference must **seal it in a separate envelope, sign his/her name across the seal** and return it to the applicant.

Applications that do not contain at least two letters of recommendation will be disqualified. Supplemental letters may be sent under separate cover.

### **MAILING INSTRUCTIONS:**

Enclose application, written statement, transcripts and letters of recommendation in **one envelope** for mailing. Please remember to sign your application. The complete application packet must be **postmarked** no later than February 25, 2004. There are no exceptions to the application deadline. Mail application packet to: **California Senate Fellows, State Capitol - Room 400, Sacramento, CA 95814**. For additional information, telephone (916) 322-7563 or (916) 278-5408.

### **NOTICE:**

If you are selected as a Senate Fellow, copies of your complete application packet, including written statement, transcripts and letters of recommendation, will be provided to Senators interested in having a 2004-2005 Senate Fellow assigned to their offices.

### **CERTIFICATION AND SIGNATURE:**

I certify that all of the statements contained in my application are true, complete and correct to the best of my knowledge. I understand that a Senate Fellow placement combines a graduate seminar with full-time work in a Senate office, and I am prepared in good faith to fulfill both commitments.

Signed \_\_\_\_\_ Date \_\_\_\_\_

# Background Survey

## CALIFORNIA SENATE FELLOWS

The following information is requested on a **VOLUNTARY** basis and is confidential. This survey is used to evaluate our outreach and recruitment efforts. The information in the survey will **NOT** be available to the selection panel.

California State University, Sacramento does not discriminate on the basis of age, gender, ethnicity, race, color, national origin, religion, disability, sexual orientation, marital status, pregnancy, or veteran status in any of its programs or activities.

I. How did you hear about the Senate Fellows program? Circle the appropriate number and please be specific in your response.

- 1 Public newspaper advertisement (specify name of paper) \_\_\_\_\_
- 2 Public newspaper article (specify name of paper) \_\_\_\_\_
- 3 Student newspaper advertisement (specify campus) \_\_\_\_\_
- 4 Student newspaper article (specify campus) \_\_\_\_\_
- 5 Career/Graduate School Fair \_\_\_\_\_
- 6 Presentation by a current or former fellow (specify location) \_\_\_\_\_
- 7 Career center materials \_\_\_\_\_
- 8 Directly from a professor or academic staff (specify name and campus) \_\_\_\_\_
- 9 Directly from a friend/colleague/family member \_\_\_\_\_
- 10 Directly from a current or former fellow (not in connection with a presentation) \_\_\_\_\_
- 11 Program brochure, poster, or flyer (specify location) \_\_\_\_\_
- 12 Internet \_\_\_\_\_
- 13 Other (specify) \_\_\_\_\_

II. Please circle the letter or letters which correspond to your ethnic identity.

- A Asian or Pacific Islander \_\_\_\_\_
- B Black/African-American \_\_\_\_\_
- L Latino/Hispanic \_\_\_\_\_
- N Native American \_\_\_\_\_
- W White \_\_\_\_\_
- O Other (specify) \_\_\_\_\_
- D Decline to state \_\_\_\_\_

III. Year of birth \_\_\_\_\_